

E.C.C.C.
MEMORABILIA ROOM

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STUDENT HANDBOOK

E.C.C.C.
MEMORABILIA ROOM
EAST
CENTRAL
JUNIOR
COLLEGE

Decatur,
Mississippi



1972 - 73

CLASS SCHEDULE OF

NAME _____

First Semester

Course	No.	M	T	W	T	F	Credits	Instructor

Second Semester

Course	No.	M	T	W	T	F	Credits	Instructor

ALMA MATER

Dear Alma Mater we sing thy praise:
 In sweet remembrance of our college days;
 Comrades and teachers, friends so true;
 We give our love to you;
 Long may we cherish the days spent with
 thee;
 Happy days of dreams, work and play so
 carefree;
 Deep in our hearts rest your memories true;
 Here's all our love to you.

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PRESIDENT'S MESSAGE

It is an honor for me to congratulate you upon your educational achievements which have made it possible for you to enter junior college this year. Your presence here signifies your desire for higher education and our desire is to assist you in the attainment of the goal that is yours. The members of the administration, faculty, and staff extend to you a very cordial welcome and want you to find on this campus a spirit of helpfulness and friendliness and a feeling that everyone who is connected with East Central Junior College has a genuine interest in you.

College years go by quickly. You have only a little time and much to do. Each year is filled with many privileges and opportunities and we encourage each of you to discover these and take advantage of them. This will require your participation in many areas of college life. It will involve maximum use of the faculty, library, laboratories, club, and classroom activities. Only insofar as you participate in these activities and uphold very high standards in your personal conduct can you hope to make the most of these.

In addition to your academic obligations and extra-curricular activities, we hope that you will place great emphasis on the need for strength of character and spiritual growth during your college days. Your effort and ability to excel in every field of endeavor will contribute to a useful, happy, and

successful life; and upon this rests the future of our nation and the entire world.

CHARLES V. WRIGHT
President

STUDENT BODY ASSOCIATION

PRESIDENT'S MESSAGE

On behalf of the Student Body Association, I would like to welcome you to East Central. I feel sure that you will enjoy East Central and I can assure you that we, as elected representatives of the student body, will represent and serve you to the best of our knowledge.

As the year progresses, feel free to come to me or any of the other officers with any problem or suggestion which you feel should be brought to our attention. We cannot guarantee any results, but I can assure you each suggestion will be considered and the possibilities weighed. You know that the Student Body Association can do only as much as you the students want it to. Only with your support can we accomplish the slightest act. We pledge our support of you, the students, and if you will support us, this year will be a successful one.

Britt Dickens, President
Student Body Association

Vice-President—Guy Nowell
Secretary—Susan Tingle
Treasurer—Johnnie Middleton

HISTORY AND TRADITIONS

East Central Junior College came into existence in 1928. It was that year that twenty graduates of the old Newton County Agricultural High School, then operating on the site that is now the junior college, presented themselves as candidates for the freshman class of the newly-instituted college. The professors were chosen to teach this class, and in two years the junior college graduates were granted full college credit by the State Accrediting Commission.

The present enrollment of East Central Junior College exceeds 750 students, with a faculty and staff of more than 50 members. The growth of the college has been steady since the beginning, and with the return of veterans and an increased enrollment of high school graduates an extensive building program resulted.

The most recent additions include a new gym, two new dorms, a new vocational-technical building, an agriculture technology building, and a fine arts building. College housing facilities include five men's dormitories, two women's dormitories, and three apartment buildings.

The auditorium, with a seating capacity of more than a thousand, is one of the most outstanding facilities of this type in the state.

All these facilities contribute to the ability of the college to better serve the needs of the students and the community.

E. C. J. C. has several traditional celebrations which are looked forward to each year. Among the highlights of the fall semester is Homecoming, which features a football game and the crowning of the Homecoming Queen.

Other traditional events during the year include the spring formal and the oldest of the traditional celebrations, May Day, is held on the campus in late afternoon of the first week in May.

SCHEDULE OF REGISTRATION

1972-73

FIRST SEMESTER

MONDAY, AUGUST 21

- 8:00 a.m.—Dormitories open - First semester begins
- 1:00 p.m.—Assembly in Auditorium - (all students.)
- 1:30 p.m.—Sophomores - Curriculum group meetings (curriculum advisers meet with sophomores and help them plan their courses of study.) Returning vocational students meet with curriculum advisers in Voc-Tech Building, Room 363.

—6—

Freshmen—Orientation period will begin for first time academic and vocational students (transfers included.)

TUESDAY, AUGUST 22

- 8:00 a.m.—First Time Vocational Students—Room 363
- 8:00 a.m. - 8:15 a. m.—Assembly in Fine Arts Building (sophomores)
- 8:30 a.m.—Vocational Students register (all)
- 8:45 a.m. - 12:00 Noon—Registration for sophomores
- 1:30 p.m. - 4:00 p.m.—Curriculum group meetings (curriculum advisers meet with freshmen and help plan their courses of study)

WEDNESDAY, AUGUST 23

- 8:00 a.m. - 8:30 a.m.—Assembly of freshmen in auditorium
- 8:30 a.m. - 4:00 p.m.—Registration of freshmen
- 8:00 a.m.—Regular class schedule for vocational students

Thursday, August 24—Regular class schedule (all students)

Friday, September 1—Last day for registration and adding courses

Monday, September 4—Holiday

Friday, September 15—Last day a course may be dropped without a grade

—7—

Friday, September 29—Last day to remove I's of previous semester

Wednesday, November 22—Thanksgiving holidays begin at end of class day

Monday, November 27—Classes Resume

Wednesday, December 13 - Friday, December 15—Final Examinations

Friday, December 15—Semester Ends; Christmas holidays begin

SECOND SEMESTER

REGULAR CLASS SCHEDULE (all students)

8:00 - 8:50	1st period
8:55 - 9:45	2nd period
9:50 - 10:40	3rd period
10:45 - 11:35	4th period
11:40 - 12:30	5th period
12:35 - 1:25	6th period
1:30 - 2:20	7th period
2:25 - 3:15	8th period

SECOND SEMESTER

MONDAY, JANUARY 8

8:00 a.m.—Dormitories open—Second Semester begins

9:00 a.m.—Orientation and pre-registration for the students who did not attend E. C. J. C.

the previous semester

9:00 a.m. - 5:00 p.m.—Registration for all pre-registered students who attended E. C. J. C. the Fall Semester

ACADEMIC POLICIES

Classifications:

FRESHMAN: One who has completed at least fifteen units of high school work and is enrolled in twelve or more hours of college work.

SOPHOMORE: One who has completed twenty-seven or more semester hours of college work.

PART-TIME: One who is enrolled for less than twelve semester hours of college work.

VOCATIONAL: One who, regardless of academic level, is enrolled in one of the full-time vocational courses.

Grades:

Grades are submitted by the instructors and recorded for each student at nine-week intervals. Freshmen must pick up their grades from their academic advisor. Sophomores will receive their grades in the office of the Registrar.

An official copy of the student's grades will be mailed to his parents or guardian each nine weeks and at the end of each semester.

The grading system is as follows:

A—92 - 100 - Excellent - 4 quality points.

B—83 - 91 - Good - 3 quality points.

C—74 - 82 - Average - 2 quality points.

D—65 - 73 - poor - 1 quality point.

F—Below 65 - Failure

WP—Withdrawal passing (C average or better).

CLASS ATTENDANCE AND ABSENCES

Nothing is more important to success in college than regularity of class attendance. When a student enrolls in a course he assumes the responsibility for attending all class meetings, completing all assignments, and otherwise satisfying the requirements of that course. Realizing that from time to time there may be just cause for absence, the college has established the policy outlined below.

It should be noted here that nothing in the policy as stated or implied alters the fact that **common courtesy requires that a student discuss with the instructor the impending absence before it occurs where possible and immediately after return to class in emergencies.** The student is still responsible for all work missed regardless of the reason for being absent.

The college recognizes four types of absences from—official, serious illness, free, and restricted—and defines them as follows:

1. **Official absences** are those incurred when students miss class while officially representing the college. Illustrations include, but are not limited to athletic contests, band, field trips, and workshops. The college sponsor of the group supplies a list to the Registrar's office in advance and instructors are notified from that office before the next meeting of the class following the absences.

2. **Serious illness absences** will be classified in one of the three classes listed and explained below.

a. Confinement by the college nurse either in the clinic or in the dormitory. Students will receive written permission from the nurse to miss class only when she deems the illness serious enough to warrant confinement.

b. Confinement in hospital or home under physician's care. A statement must be brought to the instructors signed by the attending physician.

c. Death in the family when certified in writing from the student's parents.

NOTE: Only the 3 provisions under "serious illness" require a written statement to the instructor. These statements must be pre-

sented first to the Registrar and then to each instructor whose class was missed within **seven** calendar days after the absence occurs or the absence will be counted against the free or restricted absences as listed in classes 3 and 4 below. Periodic checks will be made by the office with the parents or physicians to confirm suspicious cases.

3. **Free absences** will be allowed in the same number that the class meets per week. These absences are allowed for minor illness, dental appointments, visits to other colleges, transacting personal business, oversleeping, missing rides, and all other reasons not specifically covered in classes 1 and 2 above.
4. **Restricted absences** may occur after the free absences have been used. Each restricted absence will result in 2 points deduction from the final grade in the course.

Total absences (1 through 4 above) must not exceed 20% of the times a class meets. In a course meeting 3 times per week an automatic F will be recorded with the 10th absence unless the student is reinstated by the probation committee. Upon the accumulation of two such grades the student will be requested to withdraw from school.

ACADEMIC PROBATION

If a first year student fails to pass nine semester hours and earn eighteen quality points during a nine-week grade period, he is placed on academic probation until his academic record has improved sufficiently to meet this minimum standard. After two semesters in college he must pass twelve semester hours and earn twenty-four quality points during a nine-week grading period or he is placed on academic probation until his academic record has improved sufficiently to meet this minimum standard.

When a student persists on academic probation and shows little effort or interest in improving his scholastic standing, he may be recommended for dismissal by the Academic Probation Committee at any time.

If he fails to meet the minimum requirements for two consecutive semesters, he will be required to drop out of school for one regular semester before he is eligible for readmission. If the academic suspension comes at the end of the spring semester, the deficiency may be removed by attending summer school. By earning a minimum of twelve semester hours with twenty-four quality points, he will be eligible for readmission the fall semester. Otherwise, this summer does not constitute one regular semester. Deviation from this policy will be made only with the approval of the Academic Probation Committee.

The above policy will also apply to all transfer students.

Students While on Academic Probation May Not:

1. Participate in extracurricular club activities off campus.
 2. Keep an automobile on the campus.
 3. Participate in student work programs.
- The above policy will also apply to all transfer students.

ASSEMBLY:

Assemblies are a regular part of the College program, and all students are required to attend when assemblies are called.

ORGANIZATIONS

Several extracurricular clubs are provided on the campus for the enjoyment and enrichment of the student. These clubs meet outside of class hours and are sponsored by instructors who are interested in and informed about the particular field. Each student is encouraged to participate in at least one of these clubs. Any group of students interested in organizing a Curriculum Club must have a sufficient number of students and a faculty sponsor. Any group of students interested in organizing a Special Interest Club must meet the following requirements:

1. The Special Interest Clubs must be approved by the Student Body Association.
2. The Special Interest Clubs must have 15 members.
3. The Special Interest Clubs must have a faculty sponsor.

Calendar of Activities:

A calendar of activities is maintained in the office of the Dean of Students. Any type of activity must be approved by the Calendar and Activity Committee prior to the activity. All activities scheduled for any organization should be submitted to the Dean of Students and must be approved by the Calendar-Activity Committee (which meets every two weeks) and placed on the calendar in order to have priority on that date.

It is good to plan these activities well in advance so that the desired time can be reserved on the calendar. Application should be made two weeks in advance of an activity.

All activities (picnics, parties, etc.) must be held at least two weeks before the end of a semester so that no one will be overloaded with social activities at the end of a semester.

AGRICULTURE CLUB

The purpose of the Agriculture Club is to ac-

quaint the members with opportunities in the field of agriculture. Students majoring in any field of agriculture are eligible. This club is sponsored by Mr. Lovett and meets Tuesday, third period.

ALPHA ALPHA EPSILON

The purpose of this organization is to promote the social and economic welfare of the engineer, to stimulate public service in the profession, to encourage and develop the efficiency of the engineer, to promote unity in the profession, and to make further study of the industrial arts opportunities to allied fields. Anyone majoring in pre-engineering or industrial arts is eligible for membership. Alpha Alpha Epsilon is sponsored by Mr. Harris and meets Tuesday, third period.

BAND

The Band is sponsored by Mr. Sommers and meets four times per week.

BAPTIST STUDENT UNION

The Baptist Student Union seeks to reach students for the Christian life through worship, Bible study, missions, conferences, retreats and through personal witness. The activities are promoted through the Baptist Student Center located across the street from the campus. Baptist Student Center hours are:

9:00 a.m. - 8:00 p.m. Monday through Thursday

9:00 a.m. - 2:00 p.m. Friday

Miss Gladys Bryant is the Director of the Baptist Student Union.

E. C. J. C. PLAYERS

The purpose of the E. C. J. C. Players is to provide an opportunity for those interested in dramatics to participate in various types of plays and programs. This organization is sponsored by Mr. Peterson and meets Tuesday, third period.

LE CERCLE FRANCAIS

The purpose of this club is to acquaint students with the activities of their French peers through audiovisual programs and meetings with French born people, in order to encourage good relationship between our two countries.

This organization, which has an annual Christmas Party and a Spring Banquet as its main events, is sponsored by Mrs. Rowell, and meets on Tuesday during the third period.

PHI BETA LAMBDA

The purpose of Phi Beta Lambda is to foster better relationships between one another and to cultivate a better understanding of business principles in general. All business students are urged to join. This organization is sponsored by Mrs. Everett and Mr. Bedwell and meets Tuesday, third period.

HOME ECONOMICS CLUB

The purpose of the Home Economics Club is to learn to use the tools and techniques of the Home Economics field and to stimulate interest in

that field. This organization is sponsored by Mrs. Pouncey and meets Tuesday, third period.

M. E. N. C.

This organization is for students interested in music education. It is affiliated with the Music Educators National Conference. M. E. N. C. is sponsored by Mrs. Thornton and meets Tuesday, third period.

MEN'S COUNCIL

The purpose of the Men's Council is to assist the Dormitory Supervisor in directing the men's dormitories. This organization is sponsored by Mr. Clark and meets Monday nights.

PHI THETA KAPPA

The purpose of Phi Theta Kappa is to promote scholarship, to develop character, and to cultivate fellowship among the superior students. This organization is sponsored by Mrs. Simmons and meets first and third Tuesdays.

STUDENT EDUCATION ASSOCIATION

The purpose of the Student Education Association is to give the student practical experience in teacher-teacher and teacher-citizen relations. This organization meets Tuesday, third period and is sponsored by Mr. McMullan and Mrs. Graham.

SIGMA SIGMA MU TAU

The purpose of Sigma Sigma Mu Tau is to pre-

sent programs on pre-medical vocational opportunities, conduct tours of surrounding hospitals and obtain information from schools that would be of interest to the pre-med student. The organization is sponsored by Mr. Mason and meets Tuesday.

STUDENT BODY ASSOCIATION

The Student Body Association is sponsored by Dean Brackeen. All meetings will be called by the president of the Student Body Association in cooperation with the sponsor at an approved time. The Student Body Association will have a breakfast meeting each semester in the Gordon Room with the President of the college.

VICA

The purpose of the VICA is to foster a wholesome understanding of the functions of labor and management organizations and a recognition of their mutual interdependence. To create among students, faculty members, patrons of the school and persons in industry a sincere interest in and esteem for trade, industrial, technical and health occupations education.

WESLEY FOUNDATION

The Wesley Foundation, sponsored by the United Methodist Church, is a fellowship of college students, regardless of denominational relationships, desiring to enrich and deepen their Christian experiences, fellowship, worship, Bible study, prayer and

personal work thereby assisting everyone to become more Christ-like in all human relationships. Meetings are held Monday, Tuesday, Wednesday and Thursday evenings at 6:30 in the rooms above the Student Center. All students are welcome to visit these rooms at any time. The Wesley Foundation is sponsored by Rev. H. G. Winstead.

WOMEN'S STUDENT ORGANIZATION

The purpose of this organization is to assist the Dorm Supervisor in directing the women's dormitories. This organization is sponsored by the dorm supervisor and meets Monday, 10:00 p.m.

PUBLICATIONS

TOM-TOM

The **Tom-Tom** is the official campus newspaper, published semi-monthly. Staff members get experience in business as well as journalism. Anyone interested in journalism should see the sponsor or the editor. The **Tom-Tom** Staff meets Thursday, 6:15 p.m.

WO-HE-LO

The **Wo-He-Lo** is the pictorial record of school life on the campus each year. The **Wo-He-Lo** is sponsored by Mrs. Graham and meets Thursday, 6:15 p.m.

STUDENT SERVICES

(Miscellaneous)

Book Store:

A book store, operated by the college, is located in the Student Center. Textbooks and school supplies may be conveniently purchased by students in the book store. A book which the college anticipates using again will be bought back from the students by the book store.

Campus Advertising:

Approval for signs, posters, and advertisements which are to be placed on the campus or on the bulletin boards must be secured in advance from the office of the Dean of Students.

Bulletin:

There is much valuable information in the college bulletin. Students should keep their copy for reference. A copy may be secured in the Registrar's Office.

Churches:

Two churches, Methodist and Baptist, are located in Decatur. Both churches are situated adjacent to the campus. Students are welcomed and encouraged to take part in the religious life of the community as well as that of the college. Roman Catholic, Presbyterian, Church of Christ, Christian, Methodist Protestant, and Episcopal churches are

located in Newton, nine miles south of Decatur. These churches also welcome students.

Daily Bulletin:

A daily bulletin is posted to keep students informed of important events and activities occurring on the campus. The daily bulletin is posted in the Student Center, in the men's and women's dormitories, in the dining hall, in the main classroom building, and in the library, and on the bulletin board outside the Administration Building.

Gymnasium: Old

The gym is the center of the recreational activities on campus. It is there that students participate in sports and dances and have parties. There is a great deal of recreational equipment belonging to the physical education and athletic departments, which is available to students under supervision.

Lost and Found:

Any articles found should be brought to the Dean of Students Office and losses reported there. These items will be listed on the daily bulletin and may be called for at this office. Items will be held for a period of one month.

Telephone Calls:

All telephone calls should be received in Jackson Hall, Newsome Hall, the Student Center, Scott Hall, Winston Hall, or the Dormitory Supervisor's Office.

Emergency Telephone Calls:

Any call made to the girls' dormitories after 11:30 p.m. should be of an emergency nature. Any call made to the boys' dormitories after 11:30 should be of an emergency nature. In case of an emergency, calls should be made to the Dorm Supervisor, 635-3111; 635-3112; or to the Supervisor of Men's Dormitories, 635-2015.

Student Mail:

The post office is located in the Student Center with a maximum of three students assigned per box. If a student's mail remains in a post office box for one week, it should be brought to the Dean of Students Office. It is requested that all addresses be listed as follows: (Example) Mr. John Doe, E. C. J. C., Box 149, Decatur, Mississippi 39327.

Self-Help Jobs:

The college awards part-time jobs to many students who need financial assistance to attend college. Application for a job should be made to the Dean of Students.

Any student who has been given a student job must maintain good academic standing.

Student Center:

The Student Center includes vending machines, book store, faculty offices, office for the Wesley Room, and a board room.

Hours for the Snack Bar are:

Weekdays—7:00 a.m. to 5:00 p.m.

5:45 p.m. to 9:30 p.m.

Tuesdays—Open until 9:30 p.m.

Sundays—8:00 p.m. to 9:30 p.m.

Student Center lights are blinked five minutes before closing.

Dining Room:

The dining room is located adjacent to the Home Economics Building. Meals are served on the following schedule:

Breakfast—7:00 a.m. to 7:30 a.m.

Lunch—11:00 a.m. to 12:45 p.m.

Dinner—5:00 p.m. to 5:45 p.m.

The weekend schedule is as follows:

Breakfast—7:30 a.m. to 8:00 a.m.

Lunch—12:00 noon to 12:30 p.m.

Dinner—5:00 p.m. to 5:30 p.m.

Transcripts:

It is the policy of this institution to furnish free to each person upon request one transcript of his credits earned here. This request must come after a person terminates course work here. If a request occurs during the period the person is attending school here, a charge of fifty cents is made. Transcripts are \$1.00 each after the free copy.

Class Rings:

Before a student can order a class ring, he

must have earned a minimum of twenty-six semester hours. A Josten representative will be on the campus to take orders early in the school year for the class rings.

Beauty Pageant:

A Beauty Pageant is held each school year in the auditorium sponsored by the annual staff. The Most Beautiful Girl and four Beauties will be selected by a panel of judges. The Most Beautiful Girl is eligible to participate in the Miss Mississippi Contest.

Each participant must be single and be in good academic standing with the college.

Entrants in the pageant are nominated by organizations. Each organization is requested to nominate one beauty for the pageant.

GIRLS EXTRA MURAL PROGRAM

1. Extra mural program shall be limited to basketball and shall be with other junior colleges only.
2. The number of games played will be limited to eight, four (4) at home and four (4) away.
3. The number of tournaments will be limited to one.
4. Tournaments shall be limited to week ends and no classes will be missed for tournament participation.

5. Meals and lodging for the players shall be at the expense of player or host institution.
6. Meals and lodging for the faculty member shall be at the expense of East Central Junior College.
7. Travel for the players shall be at the expense of East Central Junior College and shall be approved by the administration.
8. All places of lodging shall be approved by the administration of East Central Junior College.
9. Equipment and balls used in these games shall not subtract from other programs of the college.
10. Officials for home games shall be at the expense of East Central Junior College.

STUDENT ELECTIONS

In order to be eligible for student offices and positions of distinction such as Mr. and Miss E. C. J. C. Homecoming Queen, May Queen, Sophomore Class Favorites, Women's Council, Men's Council, and SBA Officers, a student must maintain at least a 2.00 average the previous work at East Central. Students may be elected to the following positions by maintaining good academic standards, Beauties, Most Handsome, Favorites, Women's Council, Men's Council, and Homecoming Maids.

Homecoming Election: (Scheduled for October)

The Student elected Homecoming Queen must be a sophomore. Three Sophomore Maids and three Freshman Maids will be elected.

Who's Who Election (Scheduled for January)

Mr. and Miss E. C. J. C.—The students elected must be sophomores.

Class Favorites—Two men and two women will be elected Sophomore Class Favorites. The runner-up to Mr. and Miss E. C. J. C. will automatically be Favorites. Three men and three women will be elected Freshman Class Favorites.

May Queen—The May Queen must be a sophomore.

Runner up—Maid of honor

Student Body Election: (Scheduled for April)

ELECT — President, Vice-President, Secretary, and Treasurer. The newly elected S. B. A. officers will be asked to attend the last two regular meetings of the S. B. A.

Petition Procedure:

1. Pick up petition blanks from the Dean of Students Office.
2. Return to Dean of Students with nominee present.

Who's Who in American Junior Colleges:

East Central Junior College takes an active part in nominating students for positions in Who's

Who. Students nominated will be holders of important offices on the campus, provided they have a 2.00 grade-point average. The Dean of Students has additional information.

COUNSELING AND GUIDANCE

East Central Junior College is wholly committed to providing the services of professionally trained guidance personnel to all of its students. The purpose of the guidance work is to provide professional assistance to the students in deciding academic, vocational, and personal questions, especially as they involve their college life.

The Dean of Students has overall supervision and coordination of guidance, counseling, extra-curricular activities, religious development, and alumni affairs. In addition, a full-time academic counselor and a full-time vocational counselor are employed in the guidance department. Also, faculty members serve as academic advisors in their particular areas. Academic advisors are selected by the students from the teaching faculty according to curricula and are well qualified to assist the students in their academic career planning. Each student upon entering selects a course of study with the aid of one or more of the counseling personnel. Frequent meetings are held and the students are urged to keep constantly in touch with their academic advisers on matters pertaining to their edu-

cational or vocational careers. By careful planning, students can find and pursue the course of study that will be most helpful in their chosen profession. Each student is thus aided in choosing a vocation which is best suited for him.

FINANCIAL ASSISTANCE

Financial assistance is available in the following areas: Student Employment, National Defense Student Loan, Educational Opportunity Grant and Academic Scholarships.

We have one Academic Scholarship available to each high school in our district for the student attending East Central Junior College with the highest Grade Point Average. (effective August 1973)

Personal Problems

Personal problems should be referred to the Dean of Students or one of the professionally qualified guidance persons working under the Dean of Student's supervision.

A MESSAGE TO THE STUDENTS

It is a genuine pleasure to welcome you to our campus. This year, more than ever, East Central Junior College is eager to make all students (whether they live on campus or not) an integral part of campus life. The Dean of Students and the Dormitory Supervisors have the opportunity of working with students to assist them in adjusting to col-

lege life and in helping them to get the most out of their college years.

Students living in residence halls maintain organizations known as the Women's Student Council and the Men's Council. The purpose of these organizations is to assist in the operation of residence halls in a manner that will promote the best interests of every student and permit them to live harmoniously.

It is our sincere desire that you will permit us to assist you in any way we can. Our office doors will always be open to you. Come to see us at any time you need assistance.

DENVER BRACKEEN
Dean of Students
Dormitory Supervisors

Following are some rules which we ask you to abide by and help us in enforcing, whether you live in a dormitory, an apartment, or commute:

1. OBSERVANCE OF POLICIES—When a student enrolls in school he or she certifies his or her acceptance of policies and regulations related to dormitory life. The failure to observe these policies and regulations related to dormitory life subject the student to disciplinary action. The decision in this matter is the responsibility of those in charge of the dormitories. Any fail-

ure to respond to disciplinary action makes the student ineligible to live in the dormitory.

2. Students are expected to conduct themselves in a gentleman-like or lady-like manner at all times.
3. East Central Junior College takes great pride in the appearance of its campus; therefore, we ask that students put trash and Coca-Cola cups in the trash cans that are conveniently located throughout the campus. The Student Center and the dormitory lobbies are for students' leisure time and enjoyment; therefore, students are asked to assist in keeping them clean. It is also requested that students not participate in any type of activity on the front campus.
4. All students who remain on the campus Sunday are expected to attend church services. Each student should plan to attend the church of his choice.
5. Possession and/or drinking of alcoholic beverages, narcotics, gambling, stealing, fighting and insubordination are all just causes for dismissal. Any student participating in these events may be requested to appear before the Faculty Discipline Committee.
6. As a method of fire prevention and for the sake of the physical appearance of buildings, students are requested not to smoke in the class-

room, library, cafeteria, and hallways of classroom buildings.

7. Soliciting and selling in dormitories are not permitted.
8. Cooking is not allowed in the dormitories, except in the approved kitchens.
9. In case of illness, a student should notify the Nurse at once, so that arrangements can be made for the necessary medical attention and so that any absence from class can be excused by the Nurse. In case of serious illness, a physician will be called and parents notified. Students will be responsible for their own medical bills. In case of illness at night, contact the Dormitory Supervisor.
10. Firearms are not permitted in dormitories.
11. No student under twenty-one years of age will be allowed to live off campus unless he or she lives with relatives in Decatur. Permission must be obtained from the Dean of Students in advance. This policy does not apply to married students.
12. No student who is a resident of a dormitory or an apartment on the campus will be allowed to keep a pet of any kind.
13. A student who wishes to withdraw from the dormitory must obtain a withdrawal slip from

the Dean of Students. Rent and food charges will continue until the student has officially withdrawn. A student should complete withdrawal from the dormitory on Friday before room and board is due on Monday. A student withdrawing from college completely will be refunded any board payment due him for the remainder of the board period at the rate of \$1.00 per day and all board payments that have been made in advance. A student remaining in college but withdrawing from the dormitory for a period of less than one full week (seven days) will receive no refund. If this period exceeds one week, the student will be refunded at the above rate.

13a. The following procedure will be followed in withdrawing from the dormitory:

- (1) The student will pick up a withdrawal slip from the Dean of Students.
- (2) He should have his respective dormitory Supervisor to sign the withdrawal slip.
- (3) The student should process the withdrawal slip in the Business Office immediately.
- (4) If the above procedure is not followed, charges will be continued.

13b. The following procedure will be followed in withdrawing from school:

- (1) The student will pick up a withdrawal slip from the Dean of Students.
 - (2) He should have his respective dormitory Supervisor to sign the withdrawal slip.
 - (3) He should have the Librarian, Dean of Academics, and Registrar to sign his withdrawal slip.
 - (4) When the student completes his withdrawal slip, he should carry one copy to the Business Office and one copy to the Registrar's Office.
14. There is a \$2.00 service fee for each check returned to the college for non-payment.
 15. All Dormitory students are required to make a \$10.00 room deposit. This will be refunded as you withdraw from school; if there is no room damage.
 16. Any change in room assignments must have the approval of the student's Dormitory Supervisor.
 17. Outside antennas for radio, TV, and etc., are not permitted. Under no circumstances may students erect antennas or walk on the roofs of any building.
 18. DRESS REGULATIONS FOR COMMUTERS: All commuting students returning to the campus

after school hours should obey the campus dress regulations.

19. STUDENT IDENTIFICATION (I. D.) AND ACTIVITY CARD: All students will be issued an Identification and Activity Card during registration. This card will be used for identification purposes and as an activity card for activity held on campus. This card will be non-transferable; and if a student loses his card, he should contact the Dean of Students for a duplicate which will cost \$3.00. This card will show a photograph of the student as well as other valuable information for identification and use.
20. PARKING PERMIT: All students who plan to bring a vehicle on campus during the school year, must register their car and obtain a parking permit decal. The student will complete a registration form giving the necessary description of his car. A fee of \$1.00 will be charged for the Parking Permit which the student should place on his car on the right rear bumper. Parking Permits may be obtained in the Dean of Students Office.

A fee will be charged for anyone not buying a Parking Permit, and parking in No Parking Zones.
21. There is a 15 mile per hour speed limit for all vehicles on campus.

22. **PARKING REGULATIONS:** The institution has provided adequate parking places on the campus. Parking is available at the Vocational-Technical Building, Fine Arts Building, dormitories, and in the area north of the Student Center. The college would like to ask that students not park in the "No Parking" areas. All parking should be done with fellow students in mind, being careful not to double park, block automobiles, passageways, freight trucks, etc.
23. All dormitories will close and open on the following schedule:
- Labor Day—Friday, September 1, 1972 at 4:00 p.m.—open September 4, 1972 at 2:00 p.m.
- Thanksgiving—Wednesday, November 22, 1972 at 4:00 p.m.—open November 26, 1972, at 2:00 p.m.
- Christmas Holidays—December 15, 1972, at 4:00 p.m.—open January 7, 1973 at 2:00 p.m.
- *Spring Holidays—Friday, March 9, 1973, at 4:00 p.m.—open March 11, 1973 at 2:00 p.m.
- *Tentative
- Close of School—Saturday, May 12, 1973, at 12:00 noon.
24. The wearing of shoes to classes, library, and cafeteria are required of all students. slip in the Business Office immediately.

STUDENT DISCIPLINE PROCEDURE

Students accused of violation of student rules or misconduct on campus will follow the following procedure when asked to appear before the Discipline Committee.

Any violation that would be considered serious enough for suspension from the institution would be considered by the Discipline Committee.

Disciplinary actions or complaints may be brought by either students or school personnel. Such actions or complaints must be personally presented to the Dean of Students who shall prepare a written account of the nature of the act.

The Dean of Students shall confront the student so accused and advise him of his Judicial Rights.

Students requesting a disciplinary hearing shall be brought before the Discipline Committee.

DISCIPLINARY PROCEDURES

1. The student affected shall be notified in writing of the charges made and of the time and place where the hearing will be held.
2. The Letter of Notification will inform the student that witnesses might be brought to the hearing to testify on his behalf.

3. If desired, the student shall be permitted to confront and ask questions of the party or parties initiating the charges.
4. The student shall be allowed to have legal counsel at all sessions.
5. The written record of the proceedings and action taken will be permanently filed by the Dean of Students.

DISCIPLINARY HEARING PROCEDURES

Format of the Hearing:

1. Formal presentation of the charges.
2. Supporting testimony and information on charges.
3. Response to the charge by the affected student.
4. Examination and questioning by members of the Discipline Committee.
5. Private deliberations by the Discipline Committee.
6. The recommendation of the Discipline Committee is submitted to the President before final action.
7. A written record of the decision will be permanently filed in the Dean of Students office, with a copy sent to the student and his legal guardian.

RESIDENT HALL REGULATIONS FOR MEN

1. Quiet is to be maintained beginning at 9:00 p.m. each evening in order to promote study, sleep or rest.
2. Radios are to be turned low at all times and are not to be placed in windows.
3. Dormitory students are held responsible for the care of their rooms and the furniture and will be required to pay for any damage done. Furniture is inventoried in rooms and lobbies of each dormitory and must not be removed from or into rooms without permission of the Dormitory Supervisor.
4. Damage done to halls or bathrooms will be charged to students living on the floor on which the act is committed unless the person responsible for the damage admits to it.
5. Men students are not allowed to sit on the east mall or visit around the girl dormitories after 8:00 p.m.
6. Young men are not allowed to leave or return to the campus after 12:00 p.m. unless student has been attending a school sponsored activity. Any student returning or leaving after 12:00 p.m. the tag number and ID card will be taken by the night watchman and turned into the office.

7. Sunbathing will be limited to the football field area. Students are not allowed on the roofs of buildings.
8. Room lights must be out at 12:00 midnight. Study lamps may be used until 1:00 each night. Lights will be extended during exam week until 1:00 p.m.
9. Men students are requested not to participate in any type of activity on the mall or on the front campus.
10. Overnight visitors in the men's dormitories must be registered with the Dormitory Supervisor. Visitors are expected to comply with the rules. Visitors not spending the night are requested to be out by 10:00 p.m.
11. There will be a systematic room inspection, at which time rooms must be clean, waste baskets emptied. In general, the condition of the room should be clean, neat, and attractive.
12. Dress regulations for men students are as follows:
 - a. All young men are expected to dress in a manner fitting and appropriate to the occasion. Gentleman-like dress and conduct are always considered appropriate.
 - b. Class Dress—Sport shirts and trousers or slacks with sport jackets or sweater and street shoes or loafers are appropriate for class dress.

- c. Dating Dress—Young men are requested to show a high respect for their date by dressing in a most appropriate manner. Suits and ties, sport coats or sport shirts are considered fitting and proper.
- d. Sunday dress — For church, suits or sport coats and ties or sport shirts should be worn. For the dining room, suits or sport shirts and trousers should be worn.
- e. General Dress—In keeping with the regulations listed above, good judgment should be exercised at all times. For after class hours, Bermuda shorts may be worn to the Student Center and to the evening meal in the cafeteria. Bermuda shorts may also be worn on the mall during the students' leisure hours.

RESIDENT HALL REGULATIONS FOR WOMEN

1. Off campus over night visitation during the week is not permitted for young ladies in the dormitories.
2. Young ladies may have guests on the weekend or for special school activities during the week. Each guest must be registered in the Dorm Supervisor's office and must observe all dormitory regulations.
3. Young ladies may go to town anytime during their free periods until 5:00 p.m. by signing out.

Campus hours limit 5:00 p.m.

4. Young ladies may go to the Baptist Student Center during the day and at night by signing out.
5. Individual radios, televisions, and record players may be played with consideration of other students anytime except during quiet hours, closed study hours, or after 11:30 p.m.
6. Young ladies may sit on the east mall during class hours and until 8:00 p.m. each night. Young ladies may stay in the library, Student Center or attend a scheduled activity until 9:00 p.m. each night. Sunday night young ladies will be permitted to stay in the Student Center until 9:30 p.m.
7. Quiet hours for sophomore women are from 9:00 p.m. until 11:00 p.m.
8. Closed study hours for freshmen women the first semester are from 9:00 p.m. until 11:00 p.m.
Quiet hours for freshmen women the second semester are from 9:00 p.m. until 11:00 p.m.
9. During the week of mid-term or final exams, the lights will be extended until 12:30 or 1:00.
10. After 5:45 p.m. young ladies leaving the dormitories must sign out.
11. Entering or leaving the dormitory after 11:00 p.m. is not permitted, except in case of emer-

gency or school sponsored events that exceed this time. This rule applies Monday through Saturday. On Sunday night young ladies may not enter or leave the dormitory after 10:00 p.m.

12. Standing permits from parents will take care of weekend trips home and college-sponsored trips only.
13. Only emergency phone calls will be accepted after 11:30 p.m. Only long distance calls or calls from parents will be accepted during quiet or study hours.
14. Intercom systems will not be used after 11:30 p.m.
15. Washers and dryers are to be used before 11:30 p.m.
16. Special permission may be requested for shopping from 2:30 until 5:00 p.m. in an area other than Decatur.
17. Young ladies who are married will not be permitted to live in the dormitory.
18. Dress regulations for young ladies are as follows:

School Dress—Simple dresses, skirts, jeans, blouses, pant dresses, culottes (if they are the appropriate length) pant suits, dress slacks and tops, slacks and sweater outfits, loafers, or flats may be worn for school dress. School dress is acceptable in classrooms, in main offices, at

meals, in Sullivan Center, and at all occasions on campus unless otherwise specified.

Activity Dress—P. E. and Activity Attire may be worn to and from the place of activity.

Dinner Dress—Dressy dresses or suits, dressy sweaters, heels and hose (no flats) are acceptable for dinner dress. Dinner dress is acceptable at special dinners and at evening programs.

Sunday Dress—Street dresses, suits, hose, and dress shoes may be worn for Sunday dress. Sunday dress is acceptable at Sunday dinner, at tea, at church, and evening programs (recitals, plays).

Unacceptable Dress

The following is listed as unacceptable dress: halter dresses, midriff, hair in curlers, except after 3:20 p.m. on Friday and then only with a scarf covering curlers, barefoot, except in dormitory, and shirt tails.

19. Familiarity or public show of affection are considered improper and indiscreet. Do not cheapen a relationship by such public demonstration.
20. Dating regulations for women students are as follows:

All young ladies may date in cars on Tuesday,

Thursday, Friday and Saturday nights anywhere in the five-county area and also in Meridian from 6:30 p.m. until 11:00 p.m. Saturday night 7:00-11:30.

All young ladies may have lobby dates from 6:00 p.m. until 8:00 p.m. each night Monday through Thursday.

There will be a five minute grace period for each date night.

All young ladies may ride in cars with their dates any afternoon from 3:30 p.m. until 5:00 p.m.

21. Penalties for violations of regulations are given by the Women's Council. These penalties may be:

Reprimand (rep.)—A written warning from the Council.

A Social Restriction—Loss of all social privileges on and off campus for a stated length of time.

Campusment—Penalty which prohibits, for a stated length of time a student from leaving the campus, going to Sullivan Center (except between the hours of 9:40 a.m.-9:50 a.m. to check mail) and all social privileges. The campusment will begin on Tuesday morning and continue through Thursday night, and then be continued Monday and Tuesday of the following week. A student who is campused may at-

tend church, ballgames, plays and music recitals without a date. Breaking a campusment means double punishment. If a campusment is broken for a second time, the student will be sent to the faculty discipline committee. Any major violation will be dealt with by the faculty discipline committee.

- a. Failure to sign in one time— $\frac{1}{4}$ rep.
- b. Failure to sign out one time— $\frac{1}{4}$ rep.
- c. Undue noise in dormitory at any hour—1 rep.
- d. Talking from dormitory windows—1 rep.
- e. Not being appropriately dressed—1 rep.
- f. Returning from dates after 11:00 p.m.—one week campusment.
- g. Returning from home after 11:00 p.m.—one week campusment.
- h. Breaking Civic League Regulations (room with 100 points off in 9 weeks)—1 rep.
- j. Breaking riding regulations—2 weeks campusment.
- k. Being on campus after hours—1 week social restriction.
- l. Returning to campus after 5:00 p.m.—1 rep.
- m. Misconduct with dates on campus—1 week social restriction.
Second violation—Council decides punishment.

- n. Being out of room after lights out—1 rep.
- o. Failure to return immediately to dormitory after leaving Sullivan Center, except on date night—1 rep.
- p. Insubordination—1 rep.
- q. Lights on after hours (11:30)—1 rep.
- r. Any student who fails to serve her campusment is subject to dismissal from the college.
- s. At the end of each semester all reprimands will be dropped, but campusment will be served second semester. All campusments given near the close of second semester will be served the following semester in school.

QUIET HOURS

Young ladies may:

1. iron
2. wash
3. use vending machines
4. make long distance phone calls or receive them
5. kitchen privileges
6. use hair dryers
7. study in another room

Young ladies may not:

1. accept local calls or make local calls (except

- emergency)
2. visit between dormitories
 3. have outside visitors except with special permission
 4. play radios, record players, T. V.

AVENUE OF COMMUNICATION

The Student Body Association serves as liaison for all students to the faculty and administration. The S. B. A., composed of the S. B. A. Officers, two Sophomore Representatives, two Freshmen Representatives, President of the Men and Women's Council, have two regular scheduled meetings each month.

During these meetings, all recommendations, suggestions, and all types of requests are discussed. In some cases, students are asked to appear before this committee to present their particular suggestions.

All students are encouraged to discuss matters with members of the S. B. A., faculty members, or members of the administration. All suggestions, recommendations, and problems of student interest should be presented to a member of the Executive Council prior to the scheduled meetings each month. All items involving change of institutional policies must be presented to the Dean of Students who in turn will present to the Administrative Council for final action.

Constitution of the STUDENT BODY ASSOCIATION of EAST CENTRAL JUNIOR COLLEGE

Preamble

We, the students of East Central Junior College, in cooperation with the faculty and administration and within those limits prescribed by the Board of Trustees adopt the following constitution:

Article I — Name

The name of this organization shall be the Student Body Association of East Central Junior College.

Article II — Purpose

The purpose of the Association shall be:

1. To conduct and promote interest in certain student elections.
2. To promote order and suitable conditions for the intellectual.
3. To maintain the cordial relations between faculty and students.
4. To promote the responsibility of hospitality on our campus.

5. To promote the awareness of rights and responsibilities as citizens of a democratic society.

Article III — Meetings

1. There will be two regular executive council meetings each month. Other meetings shall be held on call of the president or by request of the council.
2. The executive council shall have power to call a student body meeting when the need arises.

Article IV — Membership

The membership of this association shall be all who register as regular enrolled students at East Central Junior College.

Article V — Officers

Section I. Officers of this association shall be:

1. President
2. Vice-President
3. Secretary
4. Treasurer

Section II. There shall be an executive council of eleven people consisting of:

1. Officers of the Student Body Association.
2. Two sophomore representatives.

3. Two freshman representatives.
4. The president of the Women's Student Organization.
5. The president of the Men's Student Council.

Note: If and when shop students organize, they may elect one representative. Students not living in residence halls are authorized to elect one representative.

Article VI — Advisors

The faculty advisor shall be appointed by the president of the college.

Article VII — Amendments

Amendments to this constitution or by-laws may be presented by the student council or by fifty students bringing it to the council who will present it to the association. Any amendment must be approved by two-thirds of the student body and the college president before it can be adopted.

By-Laws

Article I — Officers and Committees

Section I — Duties of Officers and Committees:

- a. The president shall call and preside over all meetings of the student council and Student Body Association and shall appoint necessary committees.

- b. The vice-president shall take charge of all duties of the president in the absence of the president.
- c. The secretary shall keep a record of all Association meetings, lists of all officers and committees, and shall carry on correspondence of the association.
- d. The treasurer shall have charge of all finances, keep accurate records available at all times and when authorized by the council shall disburse funds.
- e. The student council shall have the legislative powers of the association and shall propose amendments to the constitution and by-laws.
- f. The faculty advisory committee shall be invited to all council meetings on social activities and hospitality, which shall supervise, conduct and provide social functions on the campus, shall meet and greet visitors on the campus and shall encourage a more hospitable attitude among the students.
- g. There shall be a standing committee.
- h. There shall be a committee on elections whose duty shall be to announce the holding of campus-wide elections, receive all nominations, check eligibility of all proposed nominees, have ballots printed, provide for proper voting facilities, count the votes, make

known the results, and enforce the election regulations.

- i. There shall be a committee on assembly which shall become a joint faculty-student committee whose duty shall be to plan the assemblies. They shall also check attendance at assembly and report absences to the Registrar.
- j. There shall be a calendar and activity committee which shall become a joint faculty-student committee whose duty shall be to approve a schedule of school activities and to exhibit the same in a public place.
- k. Other committees shall be appointed by the president and approved by the council as the need arises.

Section II — Eligibility of Office Holders:

To be eligible to hold office on the council, students must have at least a "C" average and must have no serious disciplinary action on record or pending. No student shall be eligible to run for office in the regular spring election if he or she shall have earned as much as 40 hours by the end of the semester.

Article II — Election of Officers

Election of Officers of the Association shall be under the supervision of the Student Council and

the Election Committee. The Council and Election Committee shall prescribe the time and manner of election of officers of the Association and Council. The officers of the Association for the succeeding year shall be elected at least six weeks before the end of the spring semester.

Article III — Vacancies

Section I

If the president's office is vacated, the vice-president shall take over his office and a new vice-president shall be elected.

Section II

If the president's and vice-president's offices are vacated, a special election shall be held to fill these vacancies.

Article IV — Quorum

A quorum of the Student Body Association shall consist of sixty per cent of its membership. A quorum of the executive council shall consist of six of the ten members, or sixty per cent.

No business can take place either in the student council or in the Student Association meetings unless a quorum is present.

THE ADMINISTRATION

The President of the college is the chief administrative officer. Students will find him ever

ready to assist them. The Dean of Academics will work with students on problems of scheduling and registration. The Dean of Students, with faculty members and curriculum advisors, will advise students on matters of vocational guidance and educational preference.

The Registrar is in charge of students' records. He will keep these records while students are enrolled here and will transfer them to another college when requested to do so.

The Dormitory Supervisors, working under the supervision of the Dean of Students, are in charge of the dormitories. Students are free to discuss any problems of dormitory or social life with the Dean or Dormitory Supervisors.

The Business Manager handles any problem relative to the payment of accounts.

The Director of the Student Center supervises all activities scheduled in the Student Center.

The Dietitian plans and supervises the preparation of foods, is in charge of all dining hall workers, and assists in other activities scheduled in the dining hall.

WHERE TO GO FOR WHAT GO TO—

Mr. Brackeen, Dean of Students, For:

1. Financial Assistance.
2. I. D. Card Replacement.
3. Parking Permits.

4. Post Office Box Numbers.
5. Job Placement.
6. ACT Information.
7. Personal Problems.
8. Scheduling School Activities.
9. Counseling.
10. Special Permit for Absentees.
11. Lost and Found.
12. Daily Bulletin Announcement.
13. Dormitory Withdrawal.
14. Withdrawal from School.

Mr. Rives, Registrar, For:

1. Selective Service Information.
2. Grades.
3. Transcript of Grades.
4. G. I. Bill.
5. Social Security.
6. Admission Requirements.
7. Registration.
8. Changing of Address.
9. Bulletins.
10. Class Schedule.
11. Dropping or Adding a Course.
12. Evaluating Transcripts from other Institutions.

Mr. Griffin, Business Manager, For:

1. Finances, Check Cashing, Etc.
2. Meal Ticket .
3. Repayment of NDEA Loan Scheduling.

Mr. Tucker, Dean of Academics, For:

1. Graduation Requirements.
2. Transfer of Credit.
3. Senior College Requirements.
4. Application for Degrees.
5. Schedule Changing.

EMERGENCY INFORMATION

FIRE ALARM

Faculty Apartment
Vickers Residence

Telephone Numbers

Fire Department	Day 635-2761
	Night 635-2000
Police Department	635-2761
Night Watchman	635-2087
Maintenance Chief	635-2043
Newsome Hall Supervisor	635-3111
Jackson Hall Supervisor	635-3112
Dormitory Supervisor (Men)	635-2015
Dean of Students	Day 635-2126
	Night 774-4481
Jackson Hall	635-9803
Newsome Hall	635-9807
Scott Hall	635-9896
Winston Hall	635-9191
Dormitory Supervisor Office	635-2678
Nurse	635-2097

EAST CENTRAL JUNIOR COLLEGE

Decatur, Mississippi 39327

Football Schedule — 1972

Saturday, September 2—Hinds	There
Thursday, September 7—Northwest	Home
Saturday, October 14—Perkinston	There
Saturday, September 16—Pearl River	There
Thursday, September 21—East Miss.	Home
Thursday, September 28—Miss. Delta	Home
Saturday, October 7—Northeast	There
Saturday, October 14—Perkinston	There
Saturday, October 21—Holmes	Here
(Homecoming)	
Saturday, October 28	Open
Thursday, November 2—Itawamba	Home
Thursday, November 9—Jones	There

EAST CENTRAL JUNIOR COLLEGE

1972-73 Basketball Schedule

Thursday, November 16—Jones	Jones
Saturday, November 18—Meridian	Decatur
Mon.-Tues., Nov. 20-21—Delta Conference ..	Delta
Tuesday, November 28—Co-Lin	Co-Lin
Thursday, November 30—Itawamba	Decatur
Friday, December 1—Northeast	Decatur
Monday, December 4—Jones	Decatur
Thursday, December 7—Northeast	Northeast

Friday, December 8—Delta	Delta
Monday, December 11—Pearl River	Decatur
Thursday, January 11—Scooba	Decatur
Tuesday, January 16—Northeast	Decatur
Thursday, January 18—Itawamba	Fulton
Friday, January 19—Northeast	Booneville
Monday, January 22—Holmes	Decatur
Friday, January 26—Pearl River	Poplarville
Monday, January 29—SE Baptist	Decatur
Thursday, February 1—Meridian	Meridian
Friday, February 2—Delta	Decatur
Tuesday, February 6—Scooba	Scooba
Thursday, February 8—Holmes	Holmes

LIBRARY INFORMATION

BURTON LIBRARY

The Burton Library, named in honor of Miss Mamie Ethel Burton, who served as librarian from 1933-63, is located on the mall across from the cafeteria. Recently expanded, the entire building is now being used for library material. The building houses a collection of 14,000 books, 80 current periodicals, 10 local and national newspapers and several hundred other items such as newspapers, government documents, pamphlets, clippings, maps, and various other materials. Plans are in effect to increase these holdings to 20,000 volumes. There is a photo-copy machine and microfiche reader for student use. The college's audio-visual equipment is a part of the library. Air conditioned with reading sections and individual carrels, the collection is used to supplement class work as well as to provide an opportunity for individual research and leisure reading.

Library Hours

Regular Session—7:30 a.m. - 9:00 p.m.

Monday through Thursday

7:30 a.m. - 5:15 p.m.

6:00 p.m. - 9:00 p.m.

—60—

Friday

7:30 a.m. - 4:30 p.m.

The library will be closed during all holidays.

To Find And Check Out A Book:

Self-Service is possible by the following steps:

1. Look it up in the card catalog by author, title, or subject. The card catalog is arranged alphabetically.
2. Copy the complete call numbers. The call number is found on the upper left-hand side of the card.
3. Go to the book stacks, find the shelf which closely approximates the call number and then find the book.
4. Take the book to the circulation desk and fill out charge card.
5. If book is not there, inquire at the circulation desk. It may be checked out or on reserve.

Books are classified according to the Dewey Decimal System.

000-099—General works: encyclopedia, etc.

100-199—Philosophy

200-299—Religion.

300-399—Social Science: sociology, economics, education, etc.

400-499—Language: dictionaries, grammars, etc.

500-599—Pure Science: mathematics, physics, chemistry, etc.

—61—

- 600-699—Technology: engineering, home economics, business, etc.
 700-799—The Arts: drawing, music, painting, etc.
 800-899—Literature: poems, plays, essays in all languages.
 900-999—History: geography, travel histories of all countries and ages.
 Biography—921—Arranged alphabetically by name of person written about.
 Example: Kennedy, 921 K35bj
 Fiction—Grouped on shelves separately and arranged alphabetically by author's surname.
 Example: Dickens, D548da

Borrowing And Returning Books:

Most books circulate for two weeks unless specified inside the back cover and may be renewed only once. Overdue books are subject to fines which are paid at the circulation desk.

Reserve Books: These are books placed at the circulation desk by instruction for special use. They are to be used in the library only but may be checked out overnight at 8:30 p.m. and on Friday afternoon after school hours. The penalty for the late return on these books is five cents per hour.

To Find Periodicals: (Magazines or Newspapers)

Current periodicals are found in the magazine stands. Some back issues are bound and shelved alphabetically in the reference section of the library. The back issues of other magazines are kept together in room 115. If a student is looking for articles on a given subject or ones by a given author, he can find them by using the Reader's Guide to Periodical Literature, a periodical index. This will direct the student to the appropriate issues of periodicals which contain the subject or author. A list, in the reference section, gives periodicals the library has available.

To Find Reference Materials:

Look up reference materials just as any book. These materials are designed to be quick and exact sources of information and reference. A large **R** above the call number designates a reference book, and these can only be used in the library. **THEY ARE NOT TO BE TAKEN FROM THE LIBRARY AT ANY TIME:**

Music Library:

The music library, which contains music scores, recordings, and various other materials, is housed in the Fine Arts Building. Individual carrels for listening may be used for study or pleasure.

Conduct In The Library:

The library is maintained as a place for research and study. The atmosphere should always be one of prevailing quietness and consideration for one's fellow student. At no time will loud talking or unnecessary noise be tolerated.

The college dress code for men and women will also apply to students using the library. Students who do not dress appropriately or conduct themselves properly will be asked to leave the library.

TO USE AUDIO-VISUAL MATERIAL:

Go to the Circulation desk and ask for the material you need. In most cases you **must** have your I. D. Card to use material of this type.

TO USE BOOKS IN THE LIBRARY ONLY:

Take the books to the circulation desk. The worker will make a list of the book. Return the books to the desk.